
City of Newport Beach, CA
City Manager's Newsletter

TO: Mayor Curry & Council Members
FROM: Dave Kiff, City Manager
DATE: November 5, 2010

Management Team Retreat

We huddled in the Newport Coast Community Center (in the room next to what sounded like a huge tap-dancing class of pre-schoolers ☺) on Monday November 1 for a management team retreat facilitated by Jan Perkins. We are reading and acting on *Good to Great* by Jim Collins, and spent a good part of the day discussing how to put those principles in action. It was our first retreat with newer folks like Jay Johnson, Dana Smith, Steve Parker, Rob Houston (see below) and Joel Fick.

Staff Promotion

Please congratulate Shirley Oborny when you see her – she was the top candidate in a promotional process for Executive Assistant, City Manager's Office. It involved an outside panel that ranked four candidates' qualifications. I knew Shirley was good, and it was nice that an outside process came to the same conclusion. Now she can, um, keep doing what she's been doing. Congratulations, Shirley!

Welcome Rob Houston

On Monday morning, our new "Assistant to" the City Manager starts. Rob has a position like I had when I first started at the City in 1998, except he's smarter and will have more fun things to do. As a reminder, we downgraded one "Assistant CM" position to this one during the FY 2010-11 budget adoption process. Rob comes from the City of Carlsbad, where he is a Sr. Management Analyst. Rob will be located in the ol' PIO office, so stop by and say hello.

Election is Over

And thank goodness. Good work to Code Enforcement, Park Patrol, and MOD staff (and diligent candidates) who got the community looking so nice (and sign-less) so fast. This was my first election process as a city manager. It was hard not to get emotionally involved in the outcome or the discussions. In the end, I was heartened to see Measure V pass and a general overall vote of confidence for the City Council as a whole. This was a challenging year for anyone to campaign – if you layer the overall mood of the national electorate with our local issues (a Civic Center project, a charter amendment, and four Council seats up), it's a pretty impressive result. And now the real work begins.

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ADMINISTRATIVE SERVICES DEPARTMENT

ACCOUNTING • OMB • IT • FINANCE & TREASURY • REVENUE

November 5, 2010

TO: DAVE KIFF, CITY MANAGER

FROM: Tracy McCraner, Administrative Services Director/Treasurer

SUBJECT: CITY MANAGER'S NEWSLETTER

A handwritten signature in blue ink that reads "Tracy McCraner".

WELCOME TO OUR NEW BUDGET ANALYST

My name is Katherine Warnke-Carpenter, and I am the new Budget Analyst for the City of Newport Beach in the Office of Management and Budget. I have worked for the city at the Central Library the past two years, while I have been pursuing a graduate degree at UC Irvine. I have also been a Literacy Services Volunteer at the Central Library for over eight years, where I have coached two long-term students. I am proud of the city's nationally acclaimed library. Previously, I have been a Budget Analyst in the Executive Vice Chancellor and Provost's Office at UC Irvine and in Corporate Finance Oversight at PacifiCare Health Systems.

I received my B.A. in Legal Studies and English Literature at UC Berkeley and my M.A. from Chapman University. I grew up near San Francisco, moved to Newport Beach after graduation from Cal and have now lived in Orange County over 17 years. My husband Scott and I will celebrate our 14th anniversary this November. We are both Cal grads and look forward to Saturdays at Memorial Stadium during the football season. Go Bears! We can also be found occasionally on the golf course enjoying the game.

If anybody is up for a slice at Original Pizza around lunchtime, I'm in. I am excited to work with all of you and look forward to continuing to serve the citizens of Newport Beach in my new role.

GASB 45 ACTUARIAL VALUATION

We've just started the process to have a new GASB 45 actuarial valuation completed on our Other Post-Employment Benefit (OPEB) Plan. (We have also referred to this as our Retiree Insurance Plan.) During the summer, we participated in the Southern California Association of Governments (SCAG) Request for Proposal process. SCAG coordinated the process on behalf of any municipal agency that was interested in participating in a joint procurement process. The joint process saved us some time, effort and expense. The successful firm was Bartel and Associates. Bartel and Associates has prepared our prior valuations, so we anticipate a smooth process. GASB 45 requires an updated actuarial valuation every two years. Our last valuation was dated June 30, 2008. Budget Manager Susan Giangrande is coordinating the valuation process. We anticipate its completion in early 2011.

FOMC TO BUY AN ADDITIONAL \$600 BILLION OF TREASURIES

The meeting of the Federal Reserve Board's Open Market Committee (FOMC) ended at 2:15 PM Eastern Time on November 3, 2010. As widely expected, the FOMC kept the federal funds target rate unchanged with a targeted range of zero to 0.25 percent and the pledge to keep interest rates "exceptionally low" for "an extended period" to support the economic recovery. The Federal Reserve said that it "will maintain its existing policy of reinvesting principal payments from its securities holdings. In addition, the Committee intends to purchase a further \$600 billion of longer-term Treasury securities by the end of the second quarter of 2011, a pace of about \$75 billion per month. Currently, the unemployment rate is elevated, and measures of underlying inflation are somewhat low, relative to levels that the Committee judges to be consistent, over the long run, with its dual mandate of inflationary targets and full employment, the FOMC noted. The Committee will continue to monitor the economic outlook and financial developments and will employ its policy tools as necessary." The next FOMC meeting is scheduled for December 14, 2010.

CUSTODY BANKS CONSOLIDATED TO BANK OF NEW YORK MELLON (BNYM)

In an effort to streamline investment banking, we consolidated our custody banking relationship from five banks down to one (BNYM). On Tuesday, 140 securities were migrated to Bank of New York Mellon (from City National, Union Bank, Wells Capital, and Bank of America/US Bank Trust. Only one security did not successfully transfer; a Toyota Motor Credit global bond. This particular security did not settle due to complications with it being a dollar denominated Eurobond. This bond only settles through Euroclear not FED or DTC system in U.S. This presented some initial challenges but this last security should settle to the BNYM in the next week.

GIANTS!!!!

Congratulations to the 2010 World Series Champion San Francisco Giants!



BUILDING DEPARTMENT

"Our mission is to ensure the quality of life of those who live, work and visit the City of Newport Beach by promoting safety in the regulation of the construction, use and occupancy of buildings and by taking a customer oriented approach to finding educated, cost effective solutions."

To: Dave Kiff, City Manager

From: Faisal Jurdi, Deputy Building Official

Subject: City Manager's Newsletter

Date: November 5, 2010

Building Director Retires

Building Department staff along with family and friends gave their best wishes to Building Director Jay Elbettar who retired last week after 13 years of service with the city. The large turnout at the event reflected how well liked Jay was by staff members and people who worked with him. Despite the fact that enforcing building codes is not popular, Jay earned the respect of both customers and staff with his knowledge of codes which was confirmed with Jay receiving the ICC Code Official of the Year Award (see the next article) and a sense of humor. We all want to wish Jay a happy retirement!



Jay Elbetta Honored as Code Official of the Year

Jay Elbetta received the Gerald H. Jones Code Official of the Year Award at the Awards Luncheon at the 2010 International Code Council (ICC) Annual Conference in Charlotte, North Carolina last week.

This prestigious award is presented to an individual whose contribution to the code enforcement profession is meritorious. The individual must demonstrate professional abilities and be recognized as an example for all members of the code enforcement profession.

Jay was among the first in the state of California to become a Certified Accessibility Specialist (CASp). He is a Certified Building Official, a LEED Accredited Professional, a Certified Green Building Professional, and a Past President of the California Building Officials chapter. Jay also serves on the Code Council Board for International Professional Standards.

Congratulations to Jay on a well deserved honor.



Significant Project: 100-300 W. Coast Highway

Building Department staff conducted a preliminary building code review with the project architect for a proposed two-story, 25,000 sq. ft. retail building. The proposed building site is located on the northwest corner of Coast Highway and Dover Drive.

Emergency Preparedness Drill

Building Department staff participated in the city-wide EOC/DOC drill on October 28. The DOC was covered with two shifts for maximum staff training. Other Building Department staff participated in the EOC and incident simulation group.

Balcony Collapse in Corona Del Mar

The Building Department was notified of a balcony collapse in the 400 block of Goldenrod Avenue in Corona Del Mar on October 23. The building inspector inspected the damaged balcony, posted the balcony as unsafe, and notified the tenants of the proper procedure to obtain permits to repair the balcony. (See photos.)





**Newport Beach Fire Department
Office of the Fire Chief**

DATE: November 5, 2010
TO: Dave Kiff, City Manager
FROM: Steve Parker, Fire Chief
SUBJECT: **CITY MANAGER'S NEWSLETTER**

Balcony Collapse

On Saturday, October 23, at 10:44pm, Newport Beach Firefighters responded to a balcony collapse at a house on the 400 block of Goldenrod in Corona del Mar. Two patients were injured at this incident and transported to local hospitals.

Firefighters were alerted to the incident via a 911 call to a balcony collapse at a house in Corona del Mar. Initial reports stated there were nine people trapped. Numerous units were dispatched, including Urban Search and Rescue units. Once on scene, firefighters determined no one was trapped and there were only two patients. One patient was transported to Hoag and another transported to Western Medical Center.

Twenty seven firefighters from Newport Beach responded to this call, as well as Newport Beach Police units.

Emergency Operations Center (EOC) Drill

On Thursday, October 28, we conducted our annual EOC Exercise. For the Exercise, all six Department Operation Centers (DOCs) as well as the Emergency Operations Center (EOC), located in the Police Auditorium, was activated. In total, we had 146 city staff members participate, which included 73 in the EOC, 18 simulators, 55 in the DOCs, and also 10 CERT and VIP volunteers. Several Council Members, a Civil Service Member, and representatives from the Irvine Co, Newport Mesa School District, and the City of Irvine attended.



The theme of this year's Exercise was a 7.1 magnitude earthquake on the Newport Inglewood Fault. This is a very likely scenario since we have not had a large earthquake on that fault since 1933. During



the Exercise, we had two shifts to maximum the training and participation of City staff. We also utilized our new Volunteer Management Trailer, which we received with a Department of Homeland Security grant to check-in city staff.

At the end of the drill, we conducted a de-briefing to identify areas of success and areas that need improvement. All of the critique information will be included in an After Action Report that will be distributed to everyone who participated in the Exercise, a copy will also be sent to the County and State.

Photos of the drill can be seen on the City's Intranet, thanks to Rich Martin. If you have any questions about the Exercise or the City's Disaster Program, please contact Emergency Services Coordinator, Katie Eing.

Fire on Sea Cove Lane

On Saturday, October 30, at 7:42pm, Newport Beach firefighters responded to a single alarm structure fire with the report of a child inside the burning structure on Sea Cove Lane in Newport Beach. The fire originated in the downstairs area of the home and charged all three levels with heavy smoke. There were no injuries or deaths to firefighters or civilians during this fire.

Newport Beach Fire Department was dispatched to a residential structure fire reported by a hysterical 911 caller. While units were enroute, fire dispatch reported that the 911 caller stated that there was a child inside the burning structure. The reporting party stated multiple times that her baby was inside the structure. When firefighters arrived on scene, heavy smoke was seen coming from the second and third floors. Firefighters quickly and aggressively searched the structure while additional units attacked the fire. It was later found out that the reporting party was talking about her cat when she was stating that her "baby" was inside. Newport Beach Fire Department extinguished the fire in 18 minutes and after multiple searches of the resident, firefighters were unable to find any pets.

Seven fire apparatus with twenty firefighters from Newport Beach Fire Department responded to the fire. The fire caused approximately \$30,000 damage to the structure and \$70,000 to the contents. Fire investigators determined that the fire started in the laundry room clothes dryer from excessive lint build up.

Sand Entrapment Training

Firefighters and lifeguards recently conducted a training to practice extrication of a victim of sand entrapment at the beach. Entrapment rescues usually involve children who were digging holes or tunnels in the sand and the sand collapses around them. These incidents are infrequent, however, when they do occur, it is important that rescue workers work together quickly and systematically because the victim may only have minutes before they cannot breath.

The training teaches rescuers to work as a relay team passing sand back out of the hole. If



rescue workers are untrained they may get too close to the hole, which pushes sand back into the hole and counteracts any progress rescuers are making. They are also utilizing tools that are immediately available by lifeguards such as fins and buckets and not relying on more advanced tools, such as shovels, until later in the drill because they may not be immediately available at the incident.

Disaster Supply Kits for Meals on Wheels Recipients

The Beach City Service League (BCSL) and the Newport Beach Fire Department worked together to distribute over 90 disaster supply kits to Meals on Wheels recipients in Newport Beach.

The Beach City Service League (BCSL) is a Newport Beach-Costa Mesa service organization for boys between the ages of 14-18, similar to the National Charity League for girls. On Saturday, October 23rd, over 40 BCSL volunteers meet at Fire Station #7 for a basic first aid class and then assembled all 90 kits. Contents in the disaster supply kits included: medical supplies, food, water, a flashlight, a portable radio, and information from the Newport Beach Fire Department.

On Monday, November 1st, BCSL volunteers joined Meals on Wheels volunteers on their usual distribution routes and gave a disaster supply kit to every Meals on Wheels recipient.

This is the second joint project of the Beach City Service League and the Newport Beach Fire Department; the first project involved distribution of disaster supply kits to all residents at Bayview Landing Senior home.



(Pictured: Beach City Service League and Matt Brisbois)

Change Clock, Change Batteries

The Newport Beach Fire Department urges all Americans to adopt a lifesaving habit: changing smoke alarm batteries when clocks are changed back from daylight-savings time each Fall. Daylight Savings Time ends on **Sunday, November 7**, when we turn our clocks back one hour. Change your battery this Sunday and then remember to do it again in the spring when you set your clock forward.

Once the batteries have been changed, be sure to test the alarms. This simple act will help protect you and your family in the event of a fire.



(Photo: CERT members Nancy Moran-Sanchez, Karen Tringali and Jen Schulz promote seniors to Change your Clock and Smoke Alarm Battery at the OASIS senior Center.)



HUMAN RESOURCES CITY MANAGER'S NEWSLETTER

DATE: November 5, 2010

TO: Dave Kiff, City Manager

FROM: Terri L. Cassidy, Human Resources/Risk Management Director

SUBJECT: News from HR/Risk Management

A handwritten signature in blue ink, appearing to read "Terri Cassidy", is written over the "FROM:" line of the header.

HUMAN RESOURCES DIRECTOR PARTICIPATES IN ICMA COACHING WEBINAR

HR Director Terri Cassidy participated in a Cal-ICMA Coaching Webinar with both up-and-comers and seasoned veteran public sector leaders as they addressed several key issues confronting local government professionals: "Handling a Tough Budget – Addressing Challenges to Employee Compensation" and "Attracting/Encouraging the Right People to Join Local Government". One hundred-nine (109) participants joined in from 51 locations. For more information about programs/materials to assist in career development, visit the Coaching Corner at www.cal-icma.org/coaching. The California affiliate of the International City Management Association is quite active in succession planning/mentoring via their "Preparing the Next Generation" project, funded by private and public sector agencies. Ms. Cassidy has been active with the project since 2008.

CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CalPERS) FORUM

HR Supervisor Sheri Anderson attended the 2010 California Public Employees Retirement System (CalPERS) Forum. Many interesting sessions were available including My|CalPERS, second tier retirements, Social Security, and mandatory furloughs and how they impact retirement. In addition, Sheri went to the course on Pre-Retirement Death Benefits and learned there are other provisions surrounding this benefit. For example, if an employee is seriously injured or ill many actions can be taken to protect the employee's beneficiaries. PERS has a *special* Power of Attorney form that includes additional provisions not on a regular power of attorney form, which allows the individual named to choose retirement options and designate beneficiaries. The PERS Power of Attorney form is available in HR.

MEDICAL EXPENSE REIMBURSEMENT PLAN (MERP) RETIREMENT SEMINAR

The transition from Internationale Nederlanden Groep (ING) to OptumHealth Financial Services (OHFS) as the service provider to the City's Medical Expense Reimbursement Plan (MERP) is on schedule. OHFS will be providing administration, claims adjudication and investment recordkeeping services beginning December 8, 2010. An announcement letter was emailed to all active employees in August, and has been mailed to all "claims active" individuals (retired and separated employees). Additional materials will be posted on the City's Intranet and mailed out by the end of this week, including the transition timeline, a frequently asked questions page, and fund mapping information. Listed below is a schedule of group education meetings, where OHFS will be providing information about their services and available to answer any questions. Please join us Tuesday, November 16, for the Annual Retirement Seminar in the Council Chambers. PERS, Social Security, and OptumHealth Financial Services will give presentations, and employees planning to retire within two (2) to three (3) years are encouraged to attend. Employees may attend one session on city time, if workloads permit and they obtain supervisor approval.

Retirement Seminar Schedule

Tuesday, November 16	Location	Time
Active Employees Retirement Seminar	Council Chambers	8:30 am – 12:00 pm
	Council Chambers	1:00 pm – 4:30 pm
Wednesday, November 17	Location	Time
Active Employees' Information Meeting	Council Chambers	9:30 am – 10:30 am
	Council Chambers	11:00 am – 12:00 pm
Retirees Only Information Meeting	Council Chambers	1:00 pm – 2:00 pm
	Council Chambers	3:00 pm – 4:00 pm
Thursday, November 18	Location	Time
Retirees Only Information Meeting	Council Chambers	9:00 am – 10:00 am
	Council Chambers	11:00 am – 12:00 pm



*A heartfelt **thank you** to all our Veterans who so proudly and bravely protect our Country's freedom!*
Veteran's Day 11/11/10



LIBRARY SERVICES DEPARTMENT

Library – Cultural Arts



November 5, 2010

To: Dave Kiff, City Manager

From: Cynthia Cowell, Library Services Director

Subject: City Manager's Newsletter

Library Services

Literacy Receives Support Big and Small

State Street Foundation representatives Lena Loha and Tracy Mamakos stopped by the library last week to present a check for \$7,500 to Literacy Advisory Board Member Eve-Marie Kuntzman and Literacy Services Coordinator Cherall Weiss. This grant will help adult learners improve their English reading, writing and communication skills and we are very grateful.



That same week, Literacy Services received another check, small but from the heart.

After reading a story about Hoffman Award winner Claude Bonham in the NBPL Foundation newsletter, *The Bookmark*, Literacy Services received a special phone call. The caller, a cab driver who was moved by the story, said he would like to send in a donation even though he lives in Los Angeles. A week later, this gentleman's donation was received. It was a money order for \$3 with a handwritten note saying "keep up the great work!!" Although we love to see lots of zeros on a check, we recognize this very heartfelt donation took a lot of effort and is so greatly appreciated because of the thought behind it.

NaNoWriMo

No, we're not chanting at the library, but it is National Novel Writing Month and we're participating in the "Come Write-In" initiative. Monday night, Mara Cota organized an evening coffee to welcome budding novelists who are ready to write 50,000 words in November. Who knows, there may be a best-seller in the works here at NBPL. For a little inspiration, check out the list of writers who started their published novels during NaNoWriMo at www.nanowrimo.org!



Class Visits

Class visits, sponsored by the Friends of the Library, were in full swing this week. Eastbluff Elementary first graders visited the Central Library and first graders from Newport Beach Elementary School visited the Balboa Branch Library. The children received a tour of the library, a paperback book and lots of inspiration and encouragement to visit the library often. Additionally, a group of young adults from Marina High School also toured the library.

Cultural Arts Services



Commission's activities for the previous year. Mayor Curry and Council Member Don Webb thanked the Arts Commission for all of their work.

Cultural Arts Grants 2010-11

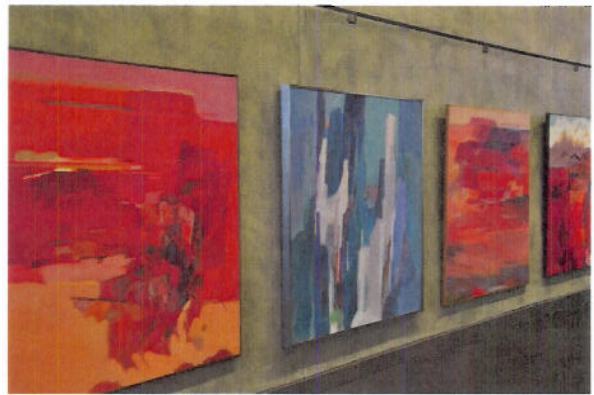
At the October 26 City Council meeting City Arts Commission Chair, Robyn Grant and Mayor Keith Curry presented checks for this year's Cultural Arts Grant program. Recipients include Baroque Music Festival, Newport Beach Film Festival, Southland Opera, Festival Ballet Theater, South Coast Repertory, Newport Harbor Nautical Museum, Newport Beach Art Collection Advisory Committee and the Central Orange Coast YMCA.

Commissioner Grant also presented a "State of the Arts" report on the

Dorothy Marootian – Abstract Artist

In this series of abstract acrylic paintings, Dorothy Marootian interprets the colors of nature, a favorite subject. Dorothy describes her work: "Quiet majesty of the land, walls of every color that still hold the spirit of people before. I take the mystery and magic and translate in abstract terms the light and forms".

Ms. Marootian has worked as an art director for Neiman-Marcus, Bullocks, Max Factor and Lager & Associates; as well as a book and billboard illustrator. She has taught at Chouinard Art Institute and has won awards for her work from the Orange County Fine Arts, Irvine Creative Arts Guild, Pasadena Society of Artists, and KCET.



Dorothy's work will be on display at Central Library through the month of December. Anthony Pond's black and white photography of Cambodia will be on display at City Hall through the month of December as well.

Arts Commission Meeting, Monday, November 8

This month the Arts Commission will be meeting on Monday, November 8 as the regularly scheduled meeting falls on Veteran's Day this year. Commissioners will be discussing potential programming which must be accomplished by the end of this fiscal year. Several artists and artist's agents have called with inquiries on the City Hall/Park site and the possibility of showing their work in this location. Additionally, staff has been receiving calls from numerous bands and musicians interested in participating in the 2011 Concerts in the Parks series.



MUNICIPAL OPERATIONS DEPARTMENT

November 5, 2010

TO: Dave Kiff, City Manager
FROM: Mark Harmon, Municipal Operations Director
SUBJECT: City Manager's Newsletter

Castaways Park Flagpole Lighting Improvement



The Castaways Park flagpole was installed in May 2009 with a solar-powered light that illuminated the flag. Due to the marine environment and local birds roosting on the light, Municipal Operations staff needed to find other illumination options, since the flag was occasionally dark at night.

The Department chose to utilize power from a nearby electrical conduit pull-box from the pathway bollard lights. Staff from the Electrical and Operations Support Divisions coordinated their efforts on the following activities: Removed area walkway pavers, dug a trench to the flagpole, installed 30-ft of underground electrical conduit, spliced power from the pull-box, installed a 240-volt light on the flagpole (performed by the contractor who originally installed the flagpole), backfilled and compacted the trench, and re-installed the pavers. Now when the pathway lights come on at dusk and turn off at dawn, the American flag is effectively illuminated.

Great team effort from both Electrical and Operations Support Divisions!

Dolphin Swallow Well Temporarily Shut Down

Last month, the motor in the Dolphin Swallow Well, located in Fountain Valley, was immediately shut down due to sparks emitting from the top during a recent starting attempt. City electricians subsequently conducted tests and concluded that a "short to ground" (hot wire damaged causing electricity flow to ground) was the cause. The motor was sent out to a specialized repair company to install new electrical wiring. Water supply to our customers will not be affected; water will be moved from the Dolphin Deep Well and the Tamura Deep & Shallow Wells to the 16th Street Reservoir. In the picture the Water Production Crew has uncoupled the shaft and prepared it for transport on a flatbed truck. The motor is expected back from the repair shop next week.



Upcoming Change to Refuse Collection Days

In an effort to assist the Refuse Division maintain their high level of service following the ERIP retirements, the following collection day changes will occur starting on Monday, November 29, 2010:

- The Finley tract of homes, across Newport Blvd from City Hall, will change **from Tuesday to Monday**.
- Harbor Cove, a gated community off Jamboree Road across from the Police Department, will change **from Wednesday to Tuesday**.
- The gated community of One Ford Road will change **from Thursday to Friday**.

These changes will help to equalize the amount of refuse collected each day of the week. Staff met with Public Information Manager Tara Finnigan last week to review the proposed changes. Notice of the collection change will be given to the affected residents and community associations through a number of means in the next few weeks, and Refuse staff members will be providing the community with reminders of the upcoming changes on a regular basis.

Inspection of New Fire Department Apparatus

Recently, Equipment Maintenance Superintendent Kyle Brodowski was accompanied by Fire Department staff members Jeff Bogin, Jim Jeziorski, and Carlos Medina to Pierce Manufacturing in Appleton, Wisconsin to inspect two fire engines and a ladder truck that will soon be delivered to the Fire Department.



The engines will be delivered to the local dealer next week and the ladder should arrive around the first of December. The cost of the trip is included in the purchase price of the units.



CITY OF NEWPORT BEACH

PLANNING DEPARTMENT

"A responsive, knowledgeable team of professionals guiding community development in the public interest."

TO: Dave Kiff, City Manager
FROM: James Campbell, Acting Planning Director *JWC*
DATE: November 5, 2010
SUBJECT: City Manager's Newsletter

New Applications

The following applications were received:

- A variance application was submitted to allow a covered walkway to exceed a height standard at One Hoag Drive (*Hoag Memorial Hospital Presbyterian*).
- A comprehensive sign program was submitted for an automobile dealership at 445 East Coast Highway (*Autonation*).
- A modification permit application was submitted to allow additions to a nonconforming single-unit dwelling at 3002 Breakers Drive (*Breakers Drive Remodel*).
- A modification permit application was submitted to allow an addition over an existing garage at 412 Poinsettia Avenue (*Mitchell Residence*).
- A use permit application was submitted for a new restaurant at 3107 Newport Boulevard (*Crow Burger Kitchen*).
- A staff approval application was submitted to allow a decorative banner on an existing parking structure at 901 Newport Center Drive (*Fashion Island Decorative Banner*).

Economic Development

The Economic Development Committee (EDC) met on October 20th and heard a presentation by OPIS Network about their "Helping 100 Businesses for 100 Days"

business acceleration program. The City has partnered with OPIS to bring this business consulting program to Newport Beach, with a kick-off event tentatively scheduled for January 22, 2011. The no-cost workshop series is geared to help the Newport Beach business community explore new concepts, improve operations, and find ways to grow in this "new" economy. OPIS has conducted their program in two other Orange County cities, earning positive feedback from business owners and city officials. The EDC voted unanimously to recommend that City Council authorize a Memorandum of Understanding with OPIS in support of the proposed workshop series.

Quick Hits

Staff assisted a customer at the counter who was inquiring about the new Zoning Code standards related to open volume, measuring height, gross floor area calculations related to basements and attics, etc. Staff was able to help the customer locate the answers to his questions in the new Zoning Code document.

Staff provided assistance to a resident who is in a dispute with his homeowner's association architectural committee. Staff researched staff reports and meeting minutes dating back to the development's original approval in the 1970s in order answer the resident's questions on how the development standards were established.

Staff assisted a customer at the counter with a question about a neighbor's deck that appeared to be encroaching into a setback. Staff checked GIS and Permits Plus for any discretionary approvals or code enforcement citations. Because there was a citation noted on the property, staff contacted Code Enforcement for the customer. Code Enforcement was able to follow-up immediately with the customer to provide answers his questions.

Kudos to Staff

The following comments from customers were received via the City Manager's Office:

"I was very intimidated to come to the City for the information I needed. The subject matter is something I know nothing about. Everyone was helpful, fast and responsive."

"I have been here for six weeks to work. I have never experienced such a class act for a building and planning department. It has been a great experience."

"Suzanne Kusik and Fern Nueno were very helpful, new construction and code changes explained things clearly and patiently late on a Friday afternoon."

From Paul Weinberg



NEWPORT BEACH POLICE DEPARTMENT

November 5, 2010

TO: Dave Kiff, City Manager
FROM: Jay R. Johnson, Chief of Police
SUBJECT: NEWSLETTER

Joint Training



On Monday, November 1, members of the Police Department's Crisis Response Unit conducted several joint-training scenarios in the City of Irvine at the old El Toro Marine base. The base allows law enforcement agencies to utilize the vacant housing on the property for reality-based training scenarios. The Crisis Response Unit is comprised of the Special Weapons & Tactics Team (SWAT) and the Crisis Negotiation Team (CNT), which are both supervised by Incident Commander Lieutenant Bill Hartford. The mission of the Crisis Response Unit is to maintain operational readiness in case of an activation resulting from a critical incident within the City. Law enforcement typically experiences three types of crisis: (1) Natural – earthquakes, fires, and floods; (2) Man Made – plane crashes, traffic fatalities, etc.; and, (3) Conflict – adversarial operations, including barricaded suspects, active shooters, hostage negotiations, and

other tactical situations that require specialized training. Our goal is to ensure that we are capable of saving lives, protecting property, and restoring order to the Community and surrounding areas that may be affected by such an incident. Depicted in the top left photograph are SWAT Officers Ryan Bean and Matt Graham as they practice their skills. The photograph to the right is Tactical Dispatcher Joe Horton who works in conjunction with the Crisis Negotiation Team and SWAT Team providing real-time, up-to-date information to everyone at the active scene. We are confident that the Crisis Response Unit can provide the type of services that are expected from the Community we serve.



Volunteer Recognition

October 21, 2010, Police Department Volunteers Maury Freidson (pictured right), Wendy Abbot, and Jerry Scarboro (depicted with Sgt. Steve Burdette and Crime Prevention Specialist Kathy Lowe) were



honored with a 1,000 hour pin. Volunteers in Policing (VIP's) are members of the Community who donate their time to the organization by handling various job tasks, such as conducting vacation checks for homeowners, removing illegally posted signs, distributing special event flyers, and issuing handicapped parking citations.

This allows our officers to spend more time proactively patrolling the City to prevent and investigate crime.



The Volunteers are asked to donate a minimum of 16 hours each month. Since the Program's inception in 1999, Volunteers have donated over 53,000 hours of their time to the Community. Congratulations to Jerry, Wendy, and Maury for their accomplishment.

Halloween Night in the Port Streets

Over the last several years, residents of the Harbor View Homes Community have voiced their concern about the behavior of juveniles on Halloween night. The Police Department verified that a large number of calls for service were received from residents in the Harbor View Homes. The majority of these calls were related to noise complaints, vandalism, and the intimidation of younger children who were trick or treating. For the past several years, the Police Department has been working in partnership with the Homeowners Association to address their concerns and ensure their neighborhood is safe on Halloween for children of all ages. Some of our efforts involved mailing letters to area residents requesting increased parental supervision, adding additional uniformed patrols and Police Volunteers to the area, and working with the Homeowners Association to install generator-powered lights at key locations.



I would like to thank the Homeowners Association for their continued support and cooperation in helping to make Halloween an enjoyable neighborhood event. This year, I am happy to report that the Police Department did not receive any calls for service.

Jay R. Johnson
CHIEF OF POLICE

PUBLIC WORKS DEPARTMENT

City Manager's Newsletter



To: David A. Kiff, City Manager
From: Stephen G. Badum, Public Works Director
Date: November 5, 2010

San Miguel Drive Street Widening Project Update

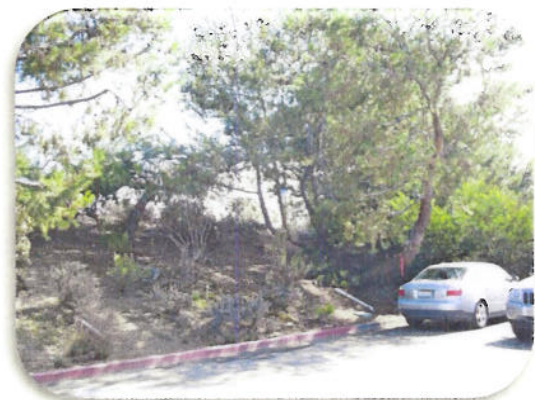
GASS Construction Company and staff have been busy over the last couple months widening and reconstructing the portion of San Miguel Drive from MacArthur Boulevard to approximately 500 feet west of Avocado Avenue. The project adds a third dedicated eastbound San Miguel left-turn lane onto northbound MacArthur.

The area is scheduled for grinding and paving November 8 through 10. The work requires a phased closure of traffic lanes. While one lane in each direction will remain open, the area will not be desirable for driving and motorists are encouraged to use alternate routes. In addition, some work (that would require full closure of the area if done during the day) will be performed during the evening hours of 7 p.m. to midnight. Notification has been sent to The Irvine Company representatives and posted on our website news and social media outlets.

With the ongoing Civic Center construction work taking place nearby, GASS, C.W. Driver, and staff have been working closely to keep the construction impact to a minimum. While this project's complicated scope of work would have normally required four months of continuous construction lasting well into January; extra efforts by GASS and staff pushed the project forward for completion before Thanksgiving and we are on schedule to do just that. For questions or concerns about this project, contact Project Manager Fong Tse at 949-644-3321 or Project Inspector Mike St.Clair at 949-270-8133.

Central Library Pine Tree Removals

In preparation for future Civic Center landscaping efforts, several pine trees adjacent to the Central Library will be removed starting next week. Various types of plants will be planted as test plots to monitor how they perform around the existing pine trees. This is a critical step for determining the best materials for the reforestation of the Civic Center grounds. Under Council Policy G-1, Public Works and the Municipal Operations Department received approval from the City Manager.



Emergency Warning System

All three sirens are in place and ready for testing. Project Inspector Greg Cohrac is hard at work trying to confirm installation of the radio antenna and wiring at the Police Department and a testing schedule. Katie Eing is preparing handouts to educate the public on the warning system and what to do in the event of an emergency.

Condition Assessment of Our Ocean Piers

Early next week, Associated Pacific Constructors, Inc. (APC), will begin to inspect every under-pier element on Newport and Balboa piers. The first portion of the survey will require a mobile platform to inspect all the above water elements. The second portion of the project will send divers into the water to inspect all the piles. APC will use the information gathered from this inspection to produce a report tabulating any defects and deficiencies. Using this report, the Public Works Department will generate a pier maintenance project to address any defects with the piers. The inspection will kick off at the Newport Pier and last a total of approximately six weeks.

Seismic Retrofit of Two City Bridges

The City is preparing to start construction on two bridges as part of the recently awarded seismic retrofit project. The project reinforces the bridges at Jamboree Road over the San Diego Creek and the Goldenrod Pedestrian Overcrossing which spans over Bayside Drive. These repairs fix deficiencies in the bridges that would lead to major damage during a large earthquake. The Goldenrod retrofits have been carefully engineered to not interfere with the character of the existing bridge. The project is currently in the pre-construction stage with construction scheduled to begin this winter. For additional information, contact Project Manager Tom Sandefur at 949-644-3312.

Washington Street / Balboa Boulevard Parking Lot Taking Shape

With the former Balboa Market removed, the parking lot contractor, M&E Construction, started the parking lot work this week. Once completed, the new parking lot will provide 29 regular and two handicapped parking spaces on-site and one additional parking space on Balboa Boulevard. Both the existing and the new parking lot will each be served by a parking pay station.

While the contract stipulated substantial parking lot completion by December 15, 2010, staff is optimistic that the new parking lot and the new Balboa Village Monument Sign (to be constructed separately by Bravo Signs at the corner of Palm Street and Balboa Boulevard) will be completed ahead of schedule. For questions or concerns about this project, contact Project Manager Fong Tse at 949-644-3321.

Caltrans Night Work Near Crystal Cove

Notification was given to the City that Caltrans is starting night-time work on November 15 along southbound Coast Highway near Crystal Cove State Park. The work is an emergency repair to the embankment which has become eroded from storm water runoff and is causing the roadway to become unstable. The hours of operation are from 10 p.m. to 5 a.m. Sunday through Friday. Caltrans is estimating completion in spring of 2012. The work requires the closure of the shoulder and bike lane during construction hours. More information on this project is available on Caltrans website at dot.ca.gov/dist12.



To: Dave Kiff, City Manager

From: Laura Detweiler, Recreation & Senior Services Director

Date: November 5, 2010



ENHANCED 24/7 ACCESS TO RECREATION CLASSES FOR RESIDENTS

On November 18, Recreation & Senior Services will go live with a new software program called Active.net to manage recreation class registration and facility rentals. This software program uses leading technology that will provide additional information about the Department's programs to residents.

As a courtesy and thank you to our top 1000 customers we have placed their customer contact information into Active.net to streamline the process when accessing the software for the first time to register. The top 1000 customers will receive this information early next week which will include:

- **Thank You Letter** - Thanking the customer/family for their participation in current or past recreation classes, informing them of the change in software, and a temporary log-in and password that will allow them to access their new account online.
- **24/7 Recreation Access Card** - Plastic card that will allow users to place their updated username and log-in for online registration.
- **Guide Sheet to Adding Family Members & Registering for Classes** – Step by step instruction sheet if the customer would like to input additional family members and register for classes.
- **Post-It Notes** – For customers to write notes on what classes they would like to take.

All residents will be notified through the winter edition of the *Newport Navigator* being mailed on November 15. The *Navigator* will feature step-by-step instructions to set-up an account and register for classes. Also, the instructions and an instructional video will be placed on the City's website.

In 2000, our City was the first in the nation to offer online registration, with 70% of registrations being conducted online in 2009. We continue to lead the way in technology and customer service! Registrations will still be accepted via mail, FAX, and walk-in registration at City Hall, Community Youth Center, Newport Coast Community Center, and OASIS.



24/7 Recreation Access Card Sample



ACTIVE KIDZ CELEBRATES HALLOWEEN

ACTIVE Kidz afterschool sites at the Community Youth Center, Mariners School and the West Newport Community Center spent some time constructing and decorating their rooms for the chance to win a special pizza party before Halloween. Judges visited the sites on October 28 to pick the best decorated site. After visiting the haunted graveyard at CYC, the bat cave at Mariners, and the bewitching hour at West Newport, the judges agreed that they all did an outstanding job, which made it really difficult for the decision-making. However – West Newport’s bewitching hour took 1st place for their outstanding use of creative “kid power” – all decorations were created by the kids, which included witches’ broom hanging bookmarks, paper roll bats, glow-in-the-dark midnight murals, each child’s own RIP tombstone, and even paper mache masks! Congratulations to West Newport Active Kidz for their outstanding efforts – and to Mariners and CYC for their never-ending creativity too!

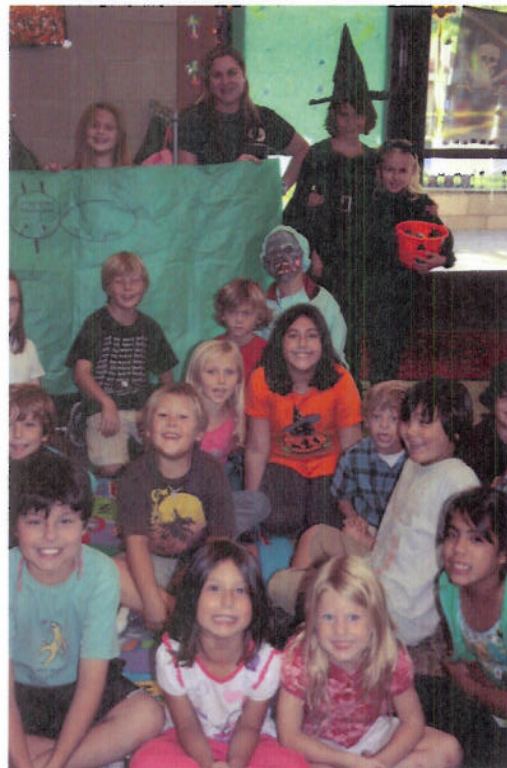
CYC’s Haunted Graveyard Ghouls



WNCC Bewitching Graveyard



Mariners Bat Cave Creators





WHAT'S HAPPENING AT THE OASIS SENIOR CENTER

The Fitness Center is doing great with 750 members; about 100 to 150 users each day. With the new Active.net registration software, staff has been able to run some interesting statistical reports – we have learned that 70% of our Fitness Center members are female. A suggestion box has been provided and 90% of the suggestions are to extend hours into the evening. Staff will do an analysis to look into the feasibility of expanding the hours after the new year. The seniors have given many compliments about our new Fitness Center staff members. We are very fortunate to have such a great crew.

We are still working through the bugs at the new Center; however everyone is enjoying the ambiance and technology that it has to offer. We are able to offer more activities and have heard positive comments about new classes and instructors.

There have been a few community rentals, like the Corona del Mar Residents Association with Council Candidates Forum; UCI MIND held an "Ask the Doc" forum regarding Dementia and Alzheimer's disease, a small OASIS Sailing Club party, and a memorial service.

Rentals will gear up in February with larger events like wedding receptions, fundraisers, and other parties. For your information the facility is only rented at nights and on the weekends when the seniors are not using the building.

Quote of the Day

"Do the right thing - it will gratify some and astonish the rest."

-Mark Twain

<u>Upcoming Events</u>	<u>Date</u>	<u>Time</u>	<u>Responsible Staff</u>	<u>Phone</u>	<u>Location</u>
<i>The Rainmaker</i>	9/10-11/10	2 & 8pm	NTAC Staff	631-0288	NTAC
<i>Room Service</i>	11/12-12/12	2 & 8pm	NTAC Staff	631-0288	NTAC
<i>Winter Birds of Buck Gully Interpretive Hike</i>	12/3	9am	Irvine Ranch Conservancy	714-508-4757	Buck Gully
<i>Winter Wonderland</i>	12/4	10am	Kerran Lakin	644-3161	Bonita Creek
<i>Tournament of Roses Parade</i>	1/1	5:45am	Kerran Lakin	644-3151	NCCC



"Your First Choice for Connecting People, Play & Programs"